



LAND SUBDIVISION COMMITTEE MEETING MINUTES
July 3, 2014

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey – Chairman	Joe Zeibert
Nate Bottom – Vice Chairman	Steve Keenan
Lori Williams	Norm Sims
Elliott McKinley	
Brian Wright	Others
Mike Johnson	Don DeFrates
John Harris	Steve Walker
Paul O'Shea	Tom Giacomini
Chris Richmond	Mike Bartscht
	Bill Sallenger
	2 Observers

- **CALL TO ORDER**

Gregg Humphrey called the meeting to order at 1:32 PM.

- **MINUTES OF MEETING**

Gregg Humphrey asked if there were any changes or corrections to the June 5, 2014 Land Subdivision Committee meeting minutes. Humphrey said hearing none, the meeting minutes would stand as approved.

- **ACTION ITEMS**

See attached

- **UNFINISHED BUSINESS AND NEW BUSINESS**

There was no unfinished business. There was no new business.

- **ADJOURNMENT**

Nate Bottom made a motion, seconded by Lori Williams, to adjourn the meeting. The meeting adjourned at 1:56 PM.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2004-02

CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Centennial Park Place – Preliminary Plan

JURISDICTION: City

DATE OF MEETING: July 3, 2014

OWNER: Centennial Park Subdivision, LLC (Tom Giacomini)

ENGINEER: Martin Engineering

DESCRIPTION: Pt. NE ¼ & Pt. SE ¼, Sec. 9, & Pt S ½, NW ¼, Sec. 10, T15N,
R6W – South of Hedley Road, west of Lenhart Road

196	Acres	340	Lots
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MOTION TO RECOMMEND: Approve, Subject To

BY: Nate Bottom

2ND BY: Lori Williams

VOTE: Unanimous

Steve Walker presented the preliminary plan. He said the developer is changing the staging slightly to move the fifth addition west of the first addition and adding approximately 3-5 lots.

Joe Zeibert, Regional Planning Commission, said the Illinois Natural Heritage Database shows that the site may be a habitat for the endangered Franklin Ground Squirrel. He said the applicant shall revise the box on Sheet 2, [Note] Number 7 to say revised phasing and preliminary plan. Zeibert said the preliminary plan has not yet expired. He said the applicant shall place the storm sewer within an easement. Zeibert said the applicant shall carry the Roman numeral six over to page two to show that Lots 267-273 are in the sixth phase. He said the applicant shall add the size of the existing sewer mains. Zeibert said the applicant shall add residential to the existing land use description on page one. He said the applicant showed Lot 1001 as being 40 feet on a previous plan, but that now it is 20 feet. Zeibert said he thought it should go back to being 40 feet. Walker said he thinks 40 feet is excessive and there is a better chance of the owners mowing and maintaining it if it is 20 feet instead of 40 feet. He said he knows the lot is supposed to be maintained by the homeowner's association (HOA), but they only mow the area once per year. Walker said the area is a walking path to the park. Zeibert said the main concern is having a tunnel effect where a pedestrian encounters high fences and feels unsafe walking in a narrow pathway. He said the applicant could add provisions to the covenants to specify a lower fence height. Tom Giacomini and Walker discussed the comment. Walker said 20 feet is still pretty wide, but he understands. Zeibert said the covenants could be amended for the fence suggestion or the lot could be widened to 30 feet. He said anything larger than 20 feet closer to 40 feet would be great. Walker said the applicant requests 20 feet

and something added to the covenants to reduce the fence height. Zeibert asked if the HOA would maintain Lot 1001. He asked if the applicant would be interested in dedicating Lot 1001 to the Park District. Walker said sure if they want it. Zeibert said this is a talking point for the parties to carry forward.

Elliott McKinley, Springfield Park District, said the Park District will take it, but there is a whole lot the applicant has to do first. He said please note the drainage from the park at Lot 286 to the northwest. McKinley asked the applicant to consider how motor traffic will be handled through Lot 1001 into the park. He said the applicant shall verify how sump pump collection along the border of the parkland will be handled by the homeowners. Walker said the applicant examined the ponds and the inlet at the corner of Lots 285 and 286 will line up with the area pretty well. He said there will also be a swale in the area to pick up drainage. Walker said the plan is for the HOA to maintain the 1000-series lots unless the applicant can come to terms with someone else. McKinley asked if the expectation for Lot 1001 would be turf grass if the lot will be maintained by the HOA, without any pavings. Walker asked if there would be a sidewalk within the lot with grass on the sides. Walker and Giacomini discussed this point. Zeibert said the other area that accesses the park is a stub street. Zeibert asked Nate Bottom, City Engineer, if he had a recommendation for Lot 1001. Bottom said if they have a path or something along those lines they could do a sidewalk through there, tying it to the subdivision sidewalk network. Zeibert said the area is going straight to the prairie section, to which McKinley said yes. Bottom said he would leave it open if it is going to the prairie section.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, asked about the name of some of the roads on the preliminary plan in the cross hatched area by Lots 304 and 305 (Covered Wagon Trail and Legacy Lane). He asked if there was to be motor vehicles in the area. Walker said this may have been the intent in 2004 when this was a requirement. He said if you go out there now at the end of the stub street there is a sidewalk path with bollards on it so you can't drive into the park. Walker said it would be up to the Park District if they ever wanted to extend a road into the park. O'Shea asked if the width of Lot 1001 depended on if there is vehicular access, i.e. 20, 30, or 40 feet. Walker said the intent is for this to be a pedestrian only pathway. He said McKinley indicated no cars through this area so there may be bollards put in the grass to keep motor vehicles out. Walker said Lot 1001 used to be further west where the grade really drops and there is limited access to the site. He said the applicant wants to move it up where it will be more useful further to the east.

Mike Johnson, CWLP-Water, said the proposed water main extension with fire hydrants will be shown with Phases VII and VIII. He said there have been some recent flow tests that indicate adequate capacity is available to provide fire suppression capability in line with the City subdivision regulations with the addition of Phase V. Johnson said any additional phases will be reviewed individually and may require a secondary developer-funded connection.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, City Engineer, said the width and location of the proposed streets needs to be identified on the plan. He said the size and the location of the water main and sewer outlets needs to be identified.

Lori Williams, City Traffic Engineer, had no comments.

John Harris, Springfield Building and Zoning Department, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Nate Bottom made a motion to approve the preliminary plan, subject to:

- 1) Revising the box on Sheet 2 to say revised phasing and preliminary plan;
- 2) Placing the storm sewer within an easement;
- 3) Carrying the Roman numeral six over to the page two;
- 4) Adding the size of the existing sewer mains;
- 5) Adding residential to the existing land use description on page one;
- 6) Revising the covenants to reduce the fence height along lots fronting Lot 1001;
- 7) Showing the width and location of the proposed streets;
- 8) Showing the size and the location of the water main and sewer outlets; and,
- 9) Showing the proposed water main extension with fire hydrants for Phases VII & VIII.

Lori Williams seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1998-16

CENSUS TRACT # 36.03

NAME OF SUBDIVISION:	Springfield Technology Park – Preliminary Plan
JURISDICTION:	City
DATE OF MEETING:	July 3, 2014
OWNER:	W. J. Sallenger, LLC (Bill Sallenger)
ENGINEER:	Martin Engineering
DESCRIPTION:	Pt. W ½, Sec. 14, T15N, R6W and Pt. E ½, Sec. 15, T15N, R6W – International Parkway, east of Rising Moon Road
	<div style="display: flex; justify-content: space-between; align-items: center;"><div>61.86</div><div>Acres</div><div>15</div><div>Lots</div></div>
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Nate Bottom
2ND BY:	Lori Williams
VOTE:	Unanimous

Steve Walker presented the preliminary plan.

Joe Zeibert, Regional Planning Commission, asked about the status of the annexation. Walker said it was submitted months ago and it is still pending. Zeibert said the project meets County zoning and is okay to proceed. He said the applicant shall show the proposed hydrants spaced 500 feet apart as required by ordinance. Zeibert asked if an interim turnaround would be required at the junction of International Parkway with the proposed north-south street. He asked if part of the intersection should be built to allow the turnaround movement. Lori Williams, City Traffic Engineer, asked if this was the road to be built in the second phase. Nate Bottom, City Engineer, said they could probably build a three-point turnaround, building a portion of the road. Williams suggested showing it past the radius returns. Bottom said the applicant shall stub the north-south street past the radius returns.

Elliott McKinley, Springfield Park District, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, asked where Mel-O-Cream is on the drawing to know if it is on the new north-south street. Walker said Mel-O-Cream is slightly off the drawing to the west. O'Shea said the applicant shall correct the spelling of Colman's Campers on the drawing.

Mike Johnson, CWLP-Water, asked if the applicant submitted plans to the Curran-Gardner Water District. Walker said they have not submitted plans. He said they went to their board meeting and were approved for the Water District to provide them with water.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, City Engineer, said the drainage study will need to be approved. He said there are some concerns with the storm sewer configuration at Lot 13. Bottom said this comment would be addressed with the construction plans with the flared end section running across the roadway. He said the applicant shall verify the side slopes meet the ICC requirements when the applicant gets into the construction plan phase. Bottom said a sidewalk shall be required along Rising Moon Road.

Lori Williams, City Traffic Engineer, said the traffic study is being reviewed. She said concerning the north-south road with International and Rising Moon, the applicant may want to check that the radius returns will handle truck traffic movements.

John Harris, Springfield Building and Zoning Department, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Zeibert asked Johnson if his other comments, in a letter provided to the applicant on June 26, 2014 still applied, to which Johnson said yes. Zeibert asked if the applicant needs to provide evidence that Curran-Gardner can provide the appropriate amount of pressure and flow for fire suppression, to which Johnson said correct. He asked if the 20-foot water main easement along the west property line of Lot 1 is still needed. Johnson said it is requested at this time. Walker said there will be an easement there for overflow drainage. He said there would be an additional five feet along that lot. Zeibert said the revisions for preliminary plans are due on Friday July 11th at noon, including traffic study approval and all the subject to's.

Johnson asked if anyone was present from the Curran-Gardner Water District, to which no one spoke. Walker said he talked to Curran-Gardner but that they could not make this meeting. Zeibert said they were present at the last Regional Planning Commission meeting. Walker said he was nervous when they had to request water when they are this far along with the project, but it was approved.

Nate Bottom made a motion to approve the preliminary plan, subject to:

- 1) Showing the proposed hydrants spaced 500 feet apart as required by ordinance;
- 2) Showing the stubbed north-south street past the radius returns with Phase I;
- 3) Correcting the spelling of Colman's Campers on the drawing;
- 4) Approval of the drainage study;
- 5) Approval of the traffic study;
- 6) Ensuring the radius returns with the north-south street will handle truck movements;
- 7) Providing evidence that appropriate water pressure and flow will be available for fire suppression; and,
- 8) Showing the 20-foot easement for water main along the west property line.

Lori Williams seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1994-35
CENSUS TRACT # 32.01

NAME OF SUBDIVISION:	Piper Glen – 1st Addition – Lot 9 – Partial Plat of Vacation		
JURISDICTION:	City		
DATE OF MEETING:	July 3, 2014		
OWNER:	McModern Concepts, Inc (Steve McHenry)		
ENGINEER:	Greene & Bradford		
DESCRIPTION:	Pt. NW ¼, Sec. 6, T14N, R5W – Southwest corner of Mansion Road and Preston Drive		
	0.007	Acres	1 Lots
MOTION TO RECOMMEND:	Deny	Approve, Subject To	
BY:	Gregg Humphrey	Nate Bottom	
2ND BY:	None	Lori Williams	
VOTE:	Failed for lack of a second	Passed with one no vote	

Don DeFrates presented the partial plat of vacation. He said his client built a structure that is a little too big for the lot. DeFrates said the easement line is 20-foot instead of 15-foot. He said his client applied for a partial plat of vacation. DeFrates said the [storm] sewers were plotted on the plat.

Joe Zeibert, Regional Planning Commission, said show the lot as one lot. He said the applicant shall key in the cross hatched area.

Elliott McKinley, Springfield Park District, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the Sanitary District recommends denial of the request.

Nate Bottom, City Engineer, had no comments.

Lori Williams, City Traffic Engineer, said show the section, the township, the range, and the principal meridian in the general land legal description. She said the applicant shall show the basis of bearing. Williams said the applicant shall add the signature and the seal of a professional land surveyor licensed in the State of Illinois [PLS]. She said a minor [zoning] variance was completed for the contractor building in the front yard setback.

John Harris, Springfield Building and Zoning Department, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Gregg Humphrey made a motion to deny the partial plat of vacation. The motion failed for lack of a second.

Nate Bottom made a motion to approve the partial plat of vacation, subject to:

- 1) Showing the lot as one lot;
- 2) Keying in the cross hatched area;
- 3) Showing the section, the township, the range, and the principal meridian;
- 4) Showing the basis of bearing; and,
- 5) Adding a PLS signature and seal.

Lori Williams seconded the motion and the motion passed with Gregg Humphrey voting no.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2007-09

CENSUS TRACT # 39.02

NAME OF SUBDIVISION: Gabriel's Landing – Plat 1 – Lots 5 & 16 – Partial Plat of Vacation

JURISDICTION: County

DATE OF MEETING: July 3, 2014

OWNER: Homefield Builders (Dave Stubblefield)

ENGINEER: Greene & Bradford

DESCRIPTION: Pt. W ½, SW ¼, Sec. 34, T16N, R4W – West side of Gabriel Road, south of Mechanicsburg Road and north of Thresher Drive

3.042 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Brian Wright

2ND BY: Nate Bottom

VOTE: Passed with one no vote

Don DeFrates presented the partial plat of vacation. He said the 100-foot watercourse easement would be vacated and moved down to make a better building envelope for Lot 5.

Joe Zeibert, Regional Planning Commission, said this is a follow up to the variance that was approved by the County Board for the regrading and alignment of the creek. He said now they are replatting the easement to move it over a bit. Zeibert said he thinks they are going to move the building footprint to make it larger. He said the applicant shall change the symbology of the area to be vacated or for the access easement. Zeibert said they are very similar and they are not vacating the access easements. He said the legend is similar to what is shown on the plat. Zeibert said the applicant shall correct the building envelope on the legend. He said the applicant shall cross out the references to Notes 6 and 10 on the partial plat of vacation since there are no notes on the plat.

Elliott McKinley, Springfield Park District, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the District objects to development without all utilities in place.

Nate Bottom, City Engineer, had no comments.

Lori Williams, City Traffic Engineer, had no comments.

John Harris, Springfield Building and Zoning Department, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Brian Wright made a motion to approve the partial plat of vacation, subject to:

- 1) Changing the symbology of the area to be vacated or for the access easement;
- 2) Correcting the building envelope on the legend; and,
- 3) Crossing out the references to Notes 6 and 10.

Nate Bottom seconded the motion and the motion passed with Gregg Humphrey voting no.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2007-09

CENSUS TRACT # 39.02

NAME OF SUBDIVISION:	Gabriel's Landing – Plat 1 – Lots 5 & 16 – Final Plat
JURISDICTION:	County
DATE OF MEETING:	July 3, 2014
OWNER:	Homefield Builders (Dave Stubblefield)
ENGINEER:	Greene & Bradford
DESCRIPTION:	Pt. W ½, SW ¼, Sec. 34, T16N, R4W – West side of Gabriel Road, south of Mechanicsburg Road and north of Thresher Drive
	<u>38.078</u> Acres <u>2</u> Lots
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Brian Wright
2ND BY:	Nate Bottom
VOTE:	Passed with one no vote

Don DeFrates presented the final plat. He said the new centerline of the watercourse easement is shown. DeFrates said there is also a new building envelope for Lot 5.

Joe Zeibert, Regional Planning Commission, said the applicant shall key in the access easement and the floodplain. He said the [Sangamon County Subdivision] ordinance requires that the septic field be 25-foot from the drainage easement. Zeibert said the applicant shall dimension the septic fields and revise the plat accordingly. He said the applicant shall submit the necessary certificates.

Elliott McKinley, Springfield Park District, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the District objects to development without all utilities in place.

Nate Bottom, City Engineer, had no comments.

Lori Williams, City Traffic Engineer, had no comments.

John Harris, Springfield Building and Zoning Department, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

DeFrates said the township [road commissioner] has agreed that Lot 5 could have its own access point. He said the applicant will provide this in letter form with the revised plans. Humphrey asked County Highway for its comments. Wright asked if anyone contacted the township road commissioner. Dave Stubblefield said he contacted the township road commissioner and he approved it. Stubblefield said he also contacted Brian Davis. Zeibert said when the applicant says a letter, will the plan come through the Land Subdivision Committee again. DeFrates said it would be handled with this plan. Zeibert said I think there is a note on the plat that needs to be vacated. Williams said the 40 feet by 50 feet access easement would need to be vacated. DeFrates said there is an access for Lot 6 there. Williams said the access easement would give access rights to Lot 5. She said Lot 6 would have direct access to the road. DeFrates said the access easement is all on Lot 6. Humphrey asked if the person who owns Lot 6 would want Lot 5 going through there if Lot 5 has its own access point. Williams said you could give Lot 5 two access points if the access easement remains. DeFrates said the letter will state that Lot 5 will have its own access point and that the applicant wishes to remove the access easement for Lot 6 now. Wright asked if Lots 5 and 6 will each have their own dedicated access point, to which DeFrates replied correct. Wright said if the letter states this, then Lot 5 will no longer have a shared access point and the easement between Lot 5 and Lot 6 will no longer be required. Zeibert asked how the Committee should handle this on the plat since there is a note. Several Committee members said the note should be removed [or revised]. Zeibert asked if County Highway was okay with this and had enough time to review it. Wright said he would see if the township road commissioner had talked to Brian Davis and see what he has to say about it. Wright said he is fine with the situation. DeFrates said he would have his client contact the township road commissioner and get the letter put together. Zeibert said this should have been requested with the partial plat of vacation along with the drainage easement. He said the applicant is adding this onto the plan. Zeibert said the applicant should have thought this out prior to the request. DeFrates said the request was added minutes before the meeting.

Brian Wright made a motion to approve the final plat, subject to:

- 1) Keying in the access easement and the floodplain;
- 2) Dimensioning the septic fields to show compliance with required setbacks, including at least 25 feet from the drainage easement;
- 3) Submission of the necessary certificates; and,
- 4) Submission of a letter and revised notes on the final plat and the partial plat of vacation to address Lot 5 having a separate access point outside the access easement to the satisfaction of the Regional Planning Commission and the County Highway Department.

Nate Bottom seconded the motion and the motion passed with Gregg Humphrey voting no.